

United States Department of Agriculture



Natural Resources Conservation Service
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*Helping People
Help the Land*

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"Transmitted via E-mail"

October 30, 2007

MINNESOTA BULLETIN NO 360-8-3

SUBJECT: PER- SAFETY AND HEALTH- FIRE AND SAFETY INSPECTION REPORT

Purpose: To request a fire and safety inspection report from every office by January 1, 2008.

Expiration Date: January 1, 2008.

ACTION DUE BY JANUARY 1, 2008

In accordance with 360 General Manual Part 420- Safety and Health Management Program, Subpart G, Part 420.62, a Fire and Inspection Report ((SCS-PER-503) is to be completed annually. Prepare the report and send the original by January 1, 2008, to the attention of Cutrina Moreland; first copy to the area office, second copy to the field and third copy to the inspection file.

Please note the office manager/supervisor is responsible for correcting any unsafe conditions (see item 7 of the SCS-PER-503). If you note unsafe condition(s), in item 7 explain how you are going to correct the unsafe condition(s).

WILLIAM HUNT
State Conservationist

DIST: AO